

**Minutes of Meeting of Directors
Cherokee County RWD 13
20102 W Cookson Bend Rd - Cookson, OK 74427
Thursday, October 17th, 2024 at 1:00 pm**

Directors: Cory Beights, Susan Cresswell, Tim Bowmar, Pat Williams, Norman Shipley
Staff: Hisham Sokhun- Operator
Guests: Jack Roye CPA

Pursuant to the laws of the state in which this corporation is organized, and its bylaws, a meeting of the Directors of the Corporation was held at CCRWD 13 20102 W Cookson Bend Rd, Cookson, OK on October 17th, 2024 per the agenda posted October 10th, 2024 at 1:00 p.m. pursuant to public notice requirements thereof in writing and posted on the gate of the Business office.

The meeting was duly called to order by Cory Beights at 1:00 p.m. The following items of business were resolved:

CONSENT AGENDA

Discussion, Action, Report:

After review of the Consent Agenda for September 2024; Motion to approve September 2024 Meeting Minutes- Tim Bowmar, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye.

UNFINISHED BUSINESS

Discussion, Action, Report:

1. Operator's report – Hisham Sokhun
Notes some improvement in plant operations since filter change completed. There is still an issue, possibly due to backwash. Sham will contact Dupont. Received 3 quotes to fix the Chevy truck. The board agreed to accept the \$5,400 estimate from Bill's Body Shop
Motion: to accept Norman Shipley, 2nd: Susan Cresswell, motion carried to wit: Pat Williams, aye, Cory Beights, aye, Tim Bowmar, aye.
2. Office Report- Brian Blair
Began work with Jamie Henson OEQ to gain loan compliance. Have completed Asset Management Plan. Will continue to work with Jamie and Julie Hudgins
3. Payment of claims presented by Jack Roye: Haynes Equipment/ Impeller \$3,652.61, Hydro Chem/ filters \$27,000, camera system update, new computer purchased. Motion: Tim Bowmar made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye.
4. Financial Report: presented by Jack Roye: Cash has leveled out. Jack recommends transfer of savings account 30040505 and meter deposit account 60688718 to a new Armstrong Bank Money Market account. Signatories on the Money Market account will be the Board (Cory Beights, Norman Shipley, Pat Williams, Susan Cresswell and Tim Bowmar). Online access to the Money Market account for transfers will be Hisham Sokhun and Brian Blair including access for initial transfer. Motion: to accept Tim Bowmar, 2nd: Norman Shipley, motion carried to wit: Susan Cresswell, aye, Cory Beights, aye, Pat Williams.

ADDENDUM to re-word item 4. 12/19/2024: Cherokee County Water District 13 Armstrong Bank accounts 30040505 and 60688718 to be closed and those monies transferred to a new Armstrong Bank money market account with the full Cherokee County Rural Water District 13 Board of Directors (Cory Beights, Norman Shipley, William "Pat" Williams, Susan Cresswell and Tim Bowmar) as signatories. Online access to the new Armstrong Bank money market account for transfers will be Hisham Sokhun and Brian Blair including access for initial transfer. All listed Board of Directors and CCRWD employees will have information access regarding the new Armstrong Bank money market account. Mike Green CPA Accounting office will have online view access of the new money market account as well.

NEW BUSINESS

Discussion, Action, Report:

1. Cutoffs: Completed last week
2. Adjustments: 1242 Sleepy Hollow RV, 1835 Osborne- Both approved Motion: to accept Tim Bowmar, 2nd: Pat Williams, motion carried to wit: Susan Cresswell, aye, Cory Beights, aye, Norman Shipley.
3. Forfeitures: 1601- Princess Drive In apartment, 1526 Smith- both voluntary
Transfers: 1956 Keith Tyler to Jason McGlasson, 128 forfeited in 2017 to Alene Grimes, 1311 and 2016 Virginia Temme to MCYO Properties LLC. Motion: to accept Tim Bowmar, 2nd: Susan Cresswell, motion carried to wit: Pat Williams, aye, Cory Beights, aye, Norman Shipley. *Need to discuss cost of new memberships for November Meeting*
4. Discuss and possible action concerning RIG grant Reward letter for 100,000.00. The district will need to match 20% to be used for the new dock project. The agreement was signed by Cory Beights. Motion: Susan Cresswell to approve, Tim Bowmar 2nd., motion carried to wit: Pat Williams, aye, Cory Beights, aye.
5. Discuss and possible action concerning early payoff of FAP loan. We have \$150,785 in the debt service account that can only be used to pay off the loan. Motion: Susan Cresswell to pay off the FAP loan now, 2nd: Norman Shipley, motion carried to wit: Tim Bowmar, aye, Cory Beights, aye, Pat Williams, aye.

Executive Session:

The regular meeting was called to Executive Session at 2:25 pm to discuss personnel matter concerning the pay rate for Jesse Dry. No action was taken with the matter tabled until November 21st, 2024. Motion: Susan Cresswell to table until next regular meeting since Jesse Dry was not present, 2nd: Norman Shipley, motion carried to wit: Tim Bowmar, aye, Cory Beights, aye, Pat Williams, aye.

Motion to adjourn executive session at 3:00 pm. Motion: Susan Cresswell to adjourn and return to regular session, 2nd: Norman Shipley, motion carried to wit: Tim Bowmar, aye, Cory Beights, aye, Pat Williams, aye. 3:01 pm- reentered regular session

ADJOURNMENT:

There being no further business before the Board, **the meeting adjourned at 3:01 p.m.** Motion: Cory Beights to adjourn, 2nd: Tim Bowmar, motion carried to wit: Norman Shipley, aye, Susan Cresswell, aye, Pat Williams, aye.

Respectfully Submitted,

Brian Blair

Brian Blair, Office

Susan Cresswell, Board Secretary